<u>CITY OF HIALEAH</u> ADVERTISEMENT & INVITATION FOR BIDS

The City Clerk of the City of Hialeah, Florida, will receive sealed bids for the project entitled: **OFF PREMISE STORAGE OF CITY RECORDS**, until <u>11:00 a.m. on Tuesday May 7, 2013</u>, at the Hialeah City Hall, 501 Palm Avenue, Third Floor, Council Chambers, Hialeah, Florida, at which time all bids will be publicly opened and read aloud.

OFF PREMISE STORAGE OF CITY RECORDS BID #2012/13-8500-60-025

Contract documents, including drawings, technical specifications and proposal forms may be obtained from the Purchasing Department, located at City Hall, 501 Palm Avenue, Fourth Floor, Hialeah, Florida, or by calling 305-883-5846, or by emailing Luis A. Suarez at lasuarez@hialeahfl.gov.

Bids shall be submitted in sealed envelopes and shall bear on the face, thereof, the bid number and the complete name and address of the bidder. Bids are to be based strictly upon contract documents and instructions herein with no deviations or alternates being considered at bid time, other than those specific requests on the proposal sheets.

The City of Hialeah reserves the right to reject any and all bids, or to waive any informality in the bidding. Bids may be held by the City of Hialeah for a period not to exceed one hundred eighty (180) days from the date of opening for the purpose of reviewing the bids and investigating the qualifications of the bidders, prior to awarding of the contract.

The City of Hialeah reserves the right to accept or reject bids on each item separately or as a whole.

City of Hialeah, Florida

Carlos F. Lopez

Acting Purchasing Director

Advertisement Date: April 15st, 2013